

BYLAWS
Colorado American Saddlebred Horse Association, Inc.

Revised November 22, 2014

ARTICLE I

The name of this Association shall be the Colorado American Saddle Horse Association, Inc

ARTICLE II

Purpose

The Purpose of this Association is to further the education of the public in the use, handling, care and humane treatment, development, breeding and promotion of the American Saddle Horse in Colorado. To achieve this, the Association shall:

- a. Stimulate popular interest in American Saddle Horses by conducting, encouraging, and aiding exhibits, shows and other events featuring these horses;
- b. Strive always to improve the quality of the breed, especially through creating interest and support in the American Saddle Horse Breeders Futurity of Colorado;
- c. Cooperate with other organizations, associations, societies, and individuals to improve general equestrian activities;
- d. Encourage participation of family groups and young people in activities with the breed;
- e. Encourage participation in all American Saddle Horse activities in a dignified sportsmanlike manner;
- f. Do all things necessary or appropriate to accomplish the foregoing objectives.

ARTICLE III

Membership

Membership in this Association shall be open to all persons interested in:

- a. Deriving pleasure from their American Saddle Horses by participating in group activities, such as trail rides, education clinics and horse shows;
- b. Promoting the American Saddlebred Horse.

ARTICLE IV

Dues

Dues to be established by the Executive Board of this Association shall be payable in advance to the Association.

ARTICLE V

Officers and Directors

Officers: Officers of this organization shall be the President, Vice President, Secretary, and Treasurer. These officers shall attend all Executive board meetings of the organization, and in the event an officer shall be absent from three (3) Executive Board meetings without cause, such absence may result in a vacancy in that office. These officers shall further perform the duties prescribed by these By-Laws and as may be authorized by the Executive Board. To be eligible to be an elected officer, the incumbent should be a current member of the Executive Board. Officers shall be entitled to one vote on the Executive Board.

Directors: Seven Directors shall be elected from the membership-at-large and shall constitute the Committee Chairs of the Association. In the event a Director shall be absent from three (3) Executive Board meetings without cause, such an absence may result in a vacancy in that position. Each Director shall be entitled to one vote on the Executive Board.

Executive Board: The Executive Board shall consist of the elected Officers and Directors. The Executive Board shall constitute the ruling and governing body of the Association; shall exercise general supervision of its affairs; shall have and exercise all powers needful for the accomplishment of the purpose of this Association for any purpose or purposes it may deem necessary or proper, consistent with the Articles of Incorporation and By-Laws.

Elections: Election of Officers and Directors shall be held at the last general meeting of the year which is the Awards Banquet. If for any reason such general meeting of the organization cannot be held, officers and Directors may be elected by ballot, delivered to and received from the membership. Voting shall be in the manner directed by the President. And a majority of the votes cast shall be necessary for election. Nomination from the floor may be provided; consent of the nominee has been given. All person(s) nominated must be current members of the organization.

Term of Office: Officers and Directors shall serve for a term of two (2) years, commencing with the time of election. President, Secretary and three (3) Directors shall be elected in odd numbered years. Vice President, Treasurer and four (4) Directors shall be elected in even numbered years.

Unexpired Terms on the Executive Board: If, for any reason, a member of the Executive Board resigns or is disqualified from service on the Board, a successor will be appointed by the remaining members of the Executive Board to fill the unexpired term. In the event that any Officer or Director shall fail to fulfill the duties of his office, as set forth in these by-laws, he may be recalled from office by a 8/11 vote of the Executive Board.

Records: All Officers and Directors shall deliver to their successor Officer or Director all official material and records of their activities within thirty days (30) of the new election.

Obligations: All checks and other obligations binding the Association in any manner shall be valid only when signed by the Treasurer and/or President (or another authorized Board member) at the direction of the Executive Board. Obligations of One Hundred Dollars (\$100.00) or less may be paid prior to Executive Board approval. Those obligations over One Hundred Dollars (\$100.00) must be approved by the Executive Board.

Contracts: The Executive Board may authorize any officer or agent of the Association to enter into any contract or execute and deliver an instrument in the name of the Association, and no Officer or Agent shall have the power or authority to bind the Association by any contract or engagement or pledge its credit or to render it liable pecuniary for any amount without such authorization, except in the ordinary course of business and within the ordinary scope of authority.

ARTICLE VI

Duties of Officers

President: The President shall be the Chief Executive Officer of the Association. He/She shall preside at all meetings (Executive Board and Regular) and shall be entitled to one vote on the Executive Board. He/She shall have the general powers of supervision and management usually vested in the office of the President.

Vice President: In case of absence or disability of the President, the Vice President shall perform the functions of the office of the president. The Vice president shall be chairman of the Shows Committee and perform such other duties as from time to time may be assigned to him by the President or by the Executive Board. The Vice President shall be entitled to one vote on the Executive Board.

Secretary: The Secretary shall be responsible for all correspondence, both out-going and incoming, and shall give or cause to be given notice of all regular and Executive Board meetings. He/She shall also keep minutes of the activities and decisions of the Board and keep of cause to be kept records of all active members of the Association. He/She shall be entitled to one vote on the Executive Board.

Treasurer: The Treasurer shall keep full and accurate accounts of receipts and disbursements in a book for that purpose belonging to the Association. He/She shall deposit all monies and other valuable effects in the name and to the credit of the Association, in such depositories as may be designated by the Executive Board. He/She shall disburse the funds of the Association, as ordered by the Executive Board, taking proper vouchers for such disbursements, and shall render to the general membership at each regular meeting, an account of all transactions and the financial condition of the Association. The Treasurer shall prepare a full financial statement covering the preceding year to be made part of the official record of the Association. The Treasurer will be entitled to one vote on the Executive Board.

ARTICLE VII Committees

Temporary Committees: Subject to the approval of the Executive Board, the President shall designate temporary committees which are necessary for the active functioning of the general affairs of the Association, and shall appoint all committee chairmen for those committees other than standing committees. Following his appointment, each committee chairman shall be responsible for selection of his own committee. It shall be the policy to give as many different people as possible responsibility on committees.

Standing Committees: Standing committees shall be the ones named below. An Executive Board member shall be the Chairman of each committee and shall report to the Executive Board on all proposals and activities of the committee for Executive Board approval. If a Chairperson is not specified in the By-Laws, he will be determined by appointment by the President of the Association, subject to the approval of the Executive Board. Each committee chairman shall be responsible for selection of his own committee. Committee members may be selected from the general membership.

1. **Shows Committee (DQCHS):** Vice President shall be chairman. The committee shall be responsible for activities related to horse shows, including the Denver Queen City Horse Show (DQCHS). The Show Committee shall be responsible to the Association for any shows sponsored by the Association. The Committee shall present a proposed premium list and recommendation of judges, all officials, hotels, ribbons, trophies or any other requirement of the show to the Executive Board. A committee representative shall coordinate with the Rocky Mountain Horse Show Association (RMHSA) and other established shows to establish classes in the best interest of the Association. The committee shall maintain a separate financial accounting of expenses related to the DQCHS, and present it to the Executive Board.
2. **Finance Committee:** The Treasurer shall be chairman. The finance committee shall prepare a yearly budget, including show costs and fees related to any activities approved by the Executive Board to present to the Executive Board for approval. Fundraising needs shall be determined and recommendations for fundraising events should be made. The finance committee will also pay all bills related to the organization and make all deposits on behalf of the organization. All bank accounts will be balanced by the finance committee.
3. **Hospitality/Membership Committee:** This committee shall be responsible for the Association year end banquet and hospitality at any Association sponsored events, such as the exhibitor party at the DQCHS, snacks and beverages at show events. The Hospitality/Membership Committee shall make recommendations to the Executive Board of types of awards and trophies, including year end trophies, high point trophies, and any other type recognition or awards for our year end awards banquet. This committee is also responsible of keeping a list of current members and shall recruit new members to the organization through various activities and/or events.

4. **Promotions/Fundraising Committee:** The committee shall take responsibility for all fundraising events or other activities to increase funds within the Association. They will also plan and attend activities that increase public awareness of the American Saddlebred breed.
5. **Youth Group Committee:** This committee will be responsible for determining and/or hosting events to encourage participation of young people in activities with the breed, with Executive Board approval.
6. **Awards/Points Committee:** The Awards Committee shall work with the Hospitality/Membership Committee to make recommendations to the Executive Board of types of awards and trophies, including year end trophies, high point trophies, and any other type recognition or awards for our year end awards banquet. The committee shall be responsible for ordering such trophies, having such trophies stored and keeping or cause to be kept the record of points accumulated towards awards. This committee is also responsible for calculating the year end high point awards. At least two (2) individuals shall receive all horse show results and keep a separate log of points. After point calculation is complete, these individuals should compare points and make the final calculations for the year end high point awards.
7. **Social Media/Web Site Committee:** The Social Media/Web Site Committee shall be responsible for publishing organization news and events via email as frequently as required by the Executive Board. They shall also be responsible for updating the association web site and Facebook page in a timely manner as requested by the Executive Board. The Secretary should be a part of this committee.
8. **Futurity Committee:** The Futurity Committee shall make all the recommendations to the Executive Board about all business having to do with the Colorado Saddlebred Futurity. This committee will also collect and mail all nomination forms in relation to the Colorado Saddlebred Futurity.

ARTICLE VIII

Meetings

Regular Meetings of this association shall be held at a place determined buy the Executive Board and officially announced. A quorum shall consist of those voting members in good standing present.

Executive Board Meetings shall be held at the direction of the President or a majority of the Board. Adequate notice of all Executive Board meetings shall be given. In order to constitute an official Executive Board meeting, a quorum of the executive Board shall consist of seven (7) members.

The Secretary shall email/mail to each member a notice of the time and place of the Annual Meeting. Such notice shall be mailed not less than fourteen (14) days before the meeting.

Robert's Rules of Order, newly revised, shall govern at meetings of this Association in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the association may adopt.

ARTICLE IX

Voting

All regular members, eighteen (18) years and older, whose dues have been paid for the current year and who are in good standing, are entitled to one vote. In the case of a family membership, one family is entitled to one vote. Junior members are not entitled to vote.

Absentee voting may be allowed providing written cote of the member is filed with the Secretary of the Association at least twenty-four (24) hours prior to the meeting at which the proposed question, motion, or resolution will be considered.

ARTICLE X

Liabilities

The Association shall not have the power to subject itself to an indebtedness exceeding the current funds at the time in the treasury, and the members of the Association shall not be liable for any debts of said Association.

ARTICLE XI

Amendments

The By-laws of this Association my be amended at any regular meeting of the Association by a two-thirds (2/3) vote of the members, in good standing, present, provided that the proposed amendment shall have been read at one previous meeting or mailed to the members along with the notices of said meeting.

EXCEPTION: Absentee voting may be allowed providing written vote of the member is filed with the Secretary of the Association at least twenty-four (24) hours prior to the meeting at which the proposed amendment will be considered.

ARTICLE XII

Indemnity

To indemnify any Director or Officer of the Association, or any person who may have served at its request as a director or officer of another corporation in which it shares capital stock of which it is a creditor, against expenses actually and reasonable incurred by him in connection with the defense of any action, suit or proceeding , civil or criminal, in which he is made a party of reason

of being or having been such Director or Officer, except in relation to matters as to which he shall be adjudged in such action, suit or proceeding to be liable for negligence or misconduct in the performance of duty to the corporation, and to make any other indemnification that shall be authorized by the Articles of Incorporation or By-Laws, or resolution adopted after notice by the members entitled to vote.